



STATE OF CONNECTICUT
DEPARTMENT OF EDUCATION



TO: Adult Education Directors
Federally Funded Grantees
Cooperating Eligible Entities

FROM: The Adult Education Unit
Bureau of Health/Nutrition, Family Services and Adult Education

DATE: October 20, 2011

SUBJECT: Adult Education Operational Memorandum # 02-12

- State Grant
- College Transition Pilot Program
- Adult Education Employees as Mandated Reporters
- Common Core State Standards and Adult Education
- Connecticut Adult Reporting System (CARS)
- Disability Contact Person Training
- Circular Letter C-5: Mandatory Student Withdrawal Age
- National External Diploma Program Council Conference

State Grant

The Connecticut State Department of Education's Bureau of Grants Management has confirmed that from the adult education state grant appropriation of \$21,032,980 for FY 2011-12, \$420,000 has been specifically allocated to create college transition pilot programs as outlined in Sections 204 (a) and 205 (a) of Public Act #11-48 *An Act Implementing Provisions of the Budget Concerning General Government*.

Sec. 204. (*Effective July 1, 2011*) (a) The Commissioner of Education, in consultation with the Commissioner of Higher Education, shall (1) establish within existing budgetary resources, or (2) apply for any available federal, state or private money to enable said commissioners to establish, a college transition pilot program with (A) the adult education program in New Haven and Gateway Community College, (B) the adult education program in Manchester and Manchester Community College, and (C) the adult education program in Meriden and Middlesex Community College.

Sec. 205. (*Effective July 1, 2011*) (a) The Commissioner of Education, in consultation with the Commissioner of Higher Education, shall (1) establish within existing budgetary resources, or (2) apply for any available federal, state or private money to enable such commissioners to establish a college transition pilot program at James Hillhouse High School and Gateway Community College.

Therefore, the adult education state grant funds payable to provider districts, cooperating districts and cooperating eligible entities will be recalculated based upon the adjusted funding level of

\$20,612,980. This recalculation of payments will coincide with the submission of the ED-245 and ED-245A, the Adult Education State Grant Revision Application and Supplemental Revision Application. If you have any questions or concerns regarding the state grant, please do not hesitate to email Valerie Marino at valerie.marino@ct.gov or call her at 860-807-2130.

College Transition Pilot Program

The adult education unit in the Connecticut State Department of Education (CSDE) is beginning work on the college transition pilot program outlined in Section 204 of Public Act #11-48. A total of \$320,000 has been allocated to establish this transition program within the three adult education programs of Meriden, Manchester and New Haven in partnership with their respective community colleges.

Unlike the state mandated elementary and secondary school completion programs that serve individuals without high school diplomas, this pilot program will offer college preparatory classes to adults who have obtained a high school diploma or its equivalent, but require intensive postsecondary developmental education to enroll directly into credit bearing coursework without any additional academic remediation. Counseling, mentoring and support services components will enable the participating adults to successfully transition to college and earn degrees. For additional information about this project, please email Susan Pierson at susan.pierson@ct.gov or call 860-807-2121.

Adult Education Employees as Mandated Reporters

Public Act #11-93 *An Act Concerning the Response of School Districts and the Department of Education and Children and Families to Reports of Child Abuse and Neglect and the Identification of Foster Children in a School District* amended several sections of the Connecticut General Statutes (C.G.S.). Of particular note to teachers and staff working in our adult education programs is the Public Act's revision to Section 17b of the C.G.S. which expands the list of mandated reporters for child abuse and neglect in Connecticut to include a "school employee, as defined in Section 53a-65" of the C.G.S. A school employee is defined in C.G.S. Section 53a (13) as follows:

13) "School employee" means: (A) A teacher, substitute teacher, school administrator, school superintendent, guidance counselor, psychologist, social worker, nurse, physician, school paraprofessional or coach employed by a local or regional board of education or a private elementary, middle or high school or working in a public or private elementary, middle or high school; or (B) any other person who, in the performance of his or her duties, has regular contact with students and who provides services to or on behalf of students enrolled in (i) a public elementary, middle or high school, pursuant to a contract with the local or regional board of education, or (ii) a private elementary, middle or high school, pursuant to a contract with the supervisory agent of such private school.

Therefore, adult education program directors are strongly encouraged to make the necessary connections with their district's administration to determine steps for implementing current procedures and practices for mandated reporting within the adult education setting. If you have

any questions regarding this new legislation, please do not hesitate to contact Valerie Marino at valerie.marino@ct.gov or at 860-807-2130.

Common Core State Standards and Adult Education

The Connecticut State Department of Education is partnering with the Connecticut Association for Adult and Continuing Education (CAACE) to conduct an introductory session on the Common Core State Standards (CCSS) as they pertain to adult education. The session will include a presentation by Susan Pimentel, one of the lead writers of the CCSS for English Language Arts and Literacy, who is also assisting the General Educational Development (GED) Testing Service in redesigning the new GED Tests to align with college and career readiness demands. Session topics will include:

- the broad priority shifts necessitated by the CCSS and their implications for the key instructional areas within adult education;
- the CCSS and their alignment to the Comprehensive Adult Student Assessment System (CASAS) content standards;
- the CCSS and their relation to the new GED Tests and the National External Diploma Program; and
- specific changes/improvements that local practitioners will need to make in the coming years to better align curriculum/instruction with the CCSS.

This all-day session will be held on Wednesday, November 30, 2011 at Rentschler Field in East Hartford. Please save this date. All registration logistics are being coordinated by CAACE. The CSDE encourages programs to participate in this session.

Connecticut Adult Reporting System (CARS)

The CSDE is investigating changes to the hosting arrangements of CARS. As a result, CARS may be unavailable between December 17, 2011 and January 3, 2012. The registration deadline for the January 2012 General Educational Development (GED) Test is tentatively being set for December 16, 2011. We are providing this advance notification so that you may plan accordingly. Please direct any questions to Ajit Gopalakrishnan at ajit.gopalakrishnan@ct.gov or 860-807-2125.

Disability Contact Person Training

The annual **required** training for all Disability Contact Persons in our adult education programs will take place on **Friday, October 28, 2011** in the Middletown Office of the State Department of Education. Lauri DiGalbo from the Adult Training and Development Network (ATDN) will facilitate these sessions and provide information pertaining to mandated reporting and Ajit Gopalakrishnan will provide details pertaining to accommodations for the GED testing.

Experienced disability contacts should register for the *Advanced Session* scheduled from 9:00 a.m.-12:00 noon and New disability contacts should register for the *Beginner Session* schedule from 1:00 p.m. to 4:00 p.m. Registration is through the CREC/ATDN ProTraxx system at <http://www.crec.org/cetes/atdn/events/index.php>.

Circular Letter C-5: Mandatory Student Withdrawal Age

On September 30, 2011, the Commissioner of Education informed all Superintendents and Pupil Service Directors through Circular Letter C-5 about the provision in Connecticut General Statutes Section 10-184 that changes the minimum age at which a parent/guardian may withdraw a child from school to seventeen. This letter also advises districts about their responsibilities during the withdrawal process. It includes a sample withdrawal form with language that conforms to the requirements outlined in C.G.S. Section 10-184. This circular letter has been emailed to Superintendents and will be available online in the near future at <http://www.sde.ct.gov/sde/cwp/view.asp?a=2615&Q=333466>.

National External Diploma Program Council Conference

The National External Diploma Program Council (NEDPC) Conference Committee is busy planning the 2012 conference. The next conference will be held in Washington, DC in the fall of 2012. More information will be coming soon so stay tuned!

Thank you.